



Community Development Dept.
4181 Atlanta Street, Building 4
Powder Springs, GA 30127
commdev@cityofpowdersprings.org
770-943-1666

Temporary Sign Permit Application

1. Complete ALL information on this form.
2. Provide a rendering or picture of the proposed temporary sign.
3. Provide a site plan showing the location of temporary sign(s) on the lot.
4. There is no fee for the Temporary Sign Permit.
5. Temporary signs must be placed on the subject property with the owner's permission, and shall be placed at least one-foot inside the property line. No encroachment into the right-of-way is allowed.
6. A maximum allowance of five (5) temporary sign permits can be issued to a business in any given calendar year.
7. Each Temporary Sign Permit is valid for a maximum of 21 calendar days. The applicant may request multiple sign permit periods to run consecutively on a single application.
8. The total cumulative square footage of temporary sign(s) shall not exceed 64 square feet. The total number of different signs types or advertising devices authorized by this permit shall not exceed four during any event.
9. Prohibited temporary sign types: Air blown devices and handheld sign jugglers/ spinners are not allowed.

Applicant Information

Applicant Name	Business Name
Email	Phone
Location Address	Property Owner Name

Temporary Sign Information

Temporary Sign Type(s)	Dimensions of Sign(s)
Temporary Sign Duration	Description of Sign(s)
Location's Current Use	Location's Current Zoning

I hereby certify that the foregoing is true and correct. I understand that it shall be a violation of the provisions of Article 7 Sections 67 and 68 of the Powder Springs Unified Development Code to continue the display of temporary signs or advertising devices authorized pursuant to the referenced code sections, after the expiration of a temporary or special event signage permit, unless another such permit is requested and issued.

Applicant's Signature	Printed Name	Date
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For Official Use Only

Zoning Approval	Date
Community Development Dir. Approval	Date



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Temporary Sign Provisions

Temporary Signs

- ★ No permit or fee required, but signs must be registered.
- ★ Up to 5 sign permit periods per year, which includes:
 - ✓ 3 weeks (21 days) per sign permit period
 - ✓ Up to 4 temporary signs allowed
 - ✓ 64 SF of total sign area allowed
 - ✓ Can be split into 2 different periods
- ★ Can include banners, feather banners, pennants, yard signs, & hand held signs.
- ★ Air blown devices are not permitted.



Weekend Signs

- ★ No permit or fee required.
- ★ Allowed Friday 5:00 PM - Sunday at 8:00 PM.
- ★ Maximum size— 6 square feet / 3 feet tall.
- ★ Must be made of a durable material.
- ★ Automatic or manual changeable copy not permitted.

Sidewalk Signs

- ★ No permit or fee required.
- ★ Allowed on properties zoned CBD, NRC, MXU & CRC.
- ★ Allowed during business hours.

